

Date:- 13.12.2019

Response to queries emailed by various empaneled advocate pertaining to the RFQ is as follows:

NO.	Query	Response
1	These notices will be for Criminal prosecution u/s 138 of Negotiable Instruments Act or for Civil Proceedings for recovery of amount?	No notice under S. 138 of the Negotiable Instrument Act. Notice for recovery of dues and initiation of civil proceedings.
2	For giving instructions to send Notice with Documents, whether you would be sending it to my office or I would have to have the documents collected from your office?	All case data are stored electronically , and relevant data of a case will be shared electronically in a secured manner at advocate's email id..
3	Whether all notices will be issued to only one (single) addressee or will there be multiple addressees. In other words, could you please clarify the minimum as well as maximum number of addressees, per notice?	One notice is issued to only one address.
4	Whether instead of postal sending (Registered Post with Acknowledgement Due - RPAD) can the notices be sent across via courier with acknowledgement?	Posting must be registered post through India Post (Department of Posts)
5	How many copies to be sent to BFSL (for BFSL records)? single or duplicate?	Single copy to be maintained with the advocate
6	Confirm, whether xerox Copies of the notices are acceptable to BFSL instead of letter head prints? Notices to addressees will be invariably on the letterheads	Photo copy is acceptable, scan copy of the notice is also acceptable.

Please note that all the bids will be opened on 20th December, 2019 at 10:30 am at Hallmark Business Plaza, Bandra East.